

**MINUTES OF THE POLICY SUBCOMMITTEE MEETING
OF THE BRISTOL WARREN, RI SCHOOL COMMITTEE**

DATE OF MEETING Monday, February 7, 2011

MINUTES RECORDED BY Denise Arsenault

MEETING BEGAN: 6:34 p.m.

LOCATION OF MEETING Rogers Free Library, Bristol, R I

SUBCOMMITTEE MEMBERS IN ATTENDANCE

Denise Arsenault, Karen Lynch, Susan Rancourt

IN ATTENDANCE Kevin Faria, Diana Campbell, John Bento

ACTIONS TAKEN:

***Minutes of the October 4, 2010 Policy Subcommittee meeting approved**

***Discussion took place about the Physical Restraint Policy as proposed by Mario Andrade, on behalf of the District. In essence, the document excluded advisories, reporting requirements and training guidelines cited in the regulations.**

Denise reported that she had an extensive conversation with Lesley Anderson (Director of Pupil Personnel) prior to the meeting, regarding the brevity of the policy, and what Denise perceived as

omissions, which might put us out of compliance with the RIDE Regulations. She referenced the document known as Physical Restraint Regulations, (effective September 1, 2002) which she accessed via the RIDE website, and provided hard copies to the subcommittee members.

Both Karen and Susan expressed concern that any kind of decision should be made in the formation of a policy without the ability to question Lesley and Mario in person. Denise believes that the regulations should be adopted in their entirety, excluding section 3.2. , based on her conversation with Ms Anderson. It appears to her that the District is out of compliance with RIDE regulations by not including a Physical Restraint Policy in our School Committee Manual. It was her intention to expedite the approval process by suggesting adoption of the full document from RIDE for the time being and personalizing it for the district at some later point.

Action taken- Decision made to have Denise request an advisory from Andrew Henneous , School Committee attorney, about the concerns expressed by the members.

Additionally, John Bento will request that Andrew be available for a brief meeting at 6:45 pm with the subcommittee on the evening of the next S.C. workshop, scheduled for February 14. Meeting will be posted if John Bento is able to schedule Andrew, and will be devoted exclusively to discussion of this policy.

Physical Restraint Policy will be on the agenda for the next full

subcommittee meeting. Lesley Anderson and Mario will be invited to attend as well.

Discussion of the Energy Star and CFC and H-CFC's policies proposed by the District architects.

A policy must be drafted for compliance with the RIDE regulations entitled Necessity of School Construction (dated 5/15/2008) and to advance the District work in the area of Housing Aid in School Renovation and Construction projects.

Denise provided documentation from the RIDE website: p22 (District's High Performance Green Status/Goals) This includes language which could clarify and help articulate the requested policy.

Action Denise offered to piece together a policy, which will include the necessary verbiage to comply with the request, using the language of the RIDE document. This policy will be included in the next full meeting of the Policy subcommittee.

Discussion ensued briefly regarding who writes policy for the District, and past precedent in this. It was agreed that many policies in the past have been proposed by Central Administration and often written by an Administrator, most recently, Dr. Andrade. There was disagreement among the members as to the necessity/will for continuing such practice.

Denise purports that ultimately the School Committee holds

responsibility for Policy formation/approval, and that at times they are directed by the administration. She also believes that it is within the purview of the S Com. to propose and write policy. Depending on the content and intent, administration is consulted in the process. She advised that there are Data Bases managed by State School Committee organizations nationwide to inform us in this work. Susan stated that it was her understanding from Mr. Henneous that Administration writes policy. Denise offered to supply more references from the National School Board Association.

Brief Discussion regarding the recording of minutes. Both Ms Lynch and Ms Rancourt are concerned about the minutes being recorded manually by a member of the subcommittee. (minutes were taken by Denise when both Ms Lynch and Ms Rancourt declined) Denise stated that she had been advised of what was legal in this matter, and was prepared to conform. She offered to tape record future meetings if that was the will of the subcommittee. Her intent in not hiring a minute taker is to save the dollars associated with this practice. It was suggested that perhaps the full school committee should be consulted in this matter at the next business meeting. Denise deferred to Mr. Bento to make that decision. Discussion was abbreviated due to the closing of the Library, and necessity of adjourning.

Mr. Faria asked if he might speak, as Public Comment was listed in the agenda. Denise apologized and asked the nature of his

comments. As they were related to bussing, and it was not on the agenda, she informed him that he might request it on a future agenda, but she felt obligated to adjourn and vacate the premises.

Meeting adjourned : 8:09 pm

MEETING ADJOURNED:_____A.M/P.M

(CON'T) ACTIONS TAKEN